

**National Estuary Program Community-Based Restoration Partnership
Request for Proposals
(Submittal Date: November 16, 2007)**

The National Estuary Program Community-based Restoration Partnership (NEP/CRP) invites proposals for its citizen-driven habitat restoration projects. The partnership is seeking to fund on-the-ground activities within watersheds of the National Estuary Programs (NEPs) that restore marine, estuarine, and riparian habitats benefiting living marine resources and foster local stewardship of the coastal environment.

The NEP/CRP is a multi-year, regional partnership between the National Oceanic and Atmospheric Administration (NOAA) Community-based Restoration Program (CRP), the Association of National Estuary Programs (ANEP) and the NEPs. The purpose of this partnership is to strengthen the conservation efforts of the CRP and the NEPs by supporting on-the-ground restoration activities and provide educational and social benefits by significantly involving the community.

Who is Eligible to Apply?

The twenty-eight designated National Estuary Programs, non-governmental organizations (e.g., community associations, cooperatives, and civic groups), municipalities, schools, and tribal and state governments are eligible to apply. The proposed project must be located within the watershed of one of the NEPs. Applicants not directly associated with an NEP must receive a letter of co-sponsorship from their respective NEPs to ensure that the project is consistent with the Comprehensive Conservation and Management Plans (CCMPs) (see Attachment 1).

Project Specifications:

Proposals will be accepted for projects that involve restoration, creation, or enhancement of coastal habitats within the watershed of an NEP that benefit living marine resources. Restoration is defined here as activities that contribute to the return of degraded or altered marine, estuarine, coastal, and diadromous fish habitats to a close approximation of their condition prior to disturbance.

All projects must:

- Result in **on-the-ground** habitat restoration;
- Provide significant, long-term **benefit to "NOAA Trust Resources"** (please see the following section);
- **Involve the local community** through an educational or volunteer component tied to the restoration activities;
- Provide a **1:1 nonfederal match** to the partnership cash contribution (please see the "Funding" section); and
- Include a mechanism to **monitor and evaluate** the success/failure of the project

The preferred project duration is one year, with projects beginning January 1, 2008. However, projects of shorter duration and projects taking up to 18 months for completion, but only requiring one year of funding, will also be considered. Due to limited funding during the first year, the goal of the NEP/CRP partnership is to fund up to 4 projects that will yield tangible results in habitat restoration and involvement by the public. **During this first year of the partnership, projects that are ready to be implemented and expect demonstrable results in habitat restoration in less than a year will be given priority.**

Proposals emphasizing a single component, such as only outreach or program coordination, propose to expand an organization's day-to-day activities, or that primarily seek support for administration, salaries, overhead, and/or travel will not be accepted.

In future years, partnership funding is expected to increase and may be provided for studies, workshops, or other such work elements which directly support actual and measurable habitat improvement and/or public education about the project. Recognizing that restoration is a multi-faceted effort, limited funding for projects involving certain pre-implementation activities, such as engineering and design and short-term baseline studies, will also be considered.

NOAA Trust Resources:

NOAA trust resources and the habitats that support them serve as the focus of this partnership. **Applicants must demonstrate that habitat restoration will result in a benefit to NOAA trust resources.** These include living marine resources and their habitats such as:

- Commercial and recreational fishery resources (marine fish and shellfish and their habitats);
- Diadromous species (species with life cycles that carry them between rivers and oceans, such as salmon, striped bass and American eel);
- Endangered and threatened marine species and their habitats;
- Marine mammals, turtles, and their habitats;
- Marshes, mangroves, seagrass beds, coral reefs, and other coastal habitats; and
- Resources associated with National Marine Sanctuaries and National Estuarine Research Reserves.

Funding:

The goal of the first year of the partnership is to fund up to 4 strong pilot projects that will result in on-the-ground restoration within the year. \$75,000 is available for Year 2007-2008 projects. Project funding levels will typically fall within the range of \$15,000 - \$30,000. Proposals will be evaluated and selected by the NEP/CRP Partnership review committee, consisting of the ANEP Executive Committee and NOAA CRP staff.

All projects **must** provide a 1:1 match of the grant amount. Matching funds **cannot be federal dollars**. Matching funds can be cash and/or in-kind that are incurred during the project period, including one or more of the following:

- In-kind donations, such as materials and earthmoving equipment;
- Technical assistance for restoration site selection, design, and evaluation;
- Land;
- Workforce support or other in-kind services, especially those that promote citizens' hands-on involvement;
- Local stewardship and monitoring to sustain and evaluate the success of the restoration over time.

Additional federal funding or other contributions may be included in the project description to demonstrate that the project is part of a larger restoration effort. However, such federal contributions may not serve as matching contribution to the NEP/CRP funds.

Minimum Monitoring/Evaluating Requirements:

Projects funded by the NEP/CRP partnership are required to evaluate the success of the habitat restoration efforts. The purpose of the monitoring is to detect early signs that the restoration is or is not on track, to gauge how well a restoration site is functioning, and to evaluate the ecological health of specific coastal habitats both before and after project completion. All applicants for restoration projects are encouraged to establish objective statements relating to at least one structural and one functional aspect of the habitat, and then monitor the progress toward these goals.

NOAA has established standard monitoring protocols to guide the evaluation of habitat restoration projects. The manual, "Overview of Minimum Project Monitoring and Evaluation Requirements," outlines four fundamental steps to developing an effective monitoring plan. The manual is located at:

http://www.nmfs.noaa.gov/habitat/restoration/projects_programs/crp/partners_funding/project_reports.html. The "NOAA Restoration Monitoring Planner" guides restoration practitioners through the basic steps of developing a science-based monitoring plan, including hypothesis testing and assessment of a habitat's structure and function. The Monitoring Planner is located at: www.habitat.noaa.gov/restoration/rmp.

Proposal Requirements:

Proposals must be **received by November 16, 2007** and should be no more than five (5) pages in length. Attachments and appendices are not included in this maximum page requirement. Proposals must include all of the information as outlined in the enclosed format (Attachment 2). In particular, all proposals must clearly describe what type of work is going to be completed; the acreage of habitat to be restored, created or enhanced; include a community education or participation component; and provide a detailed timeline and budget. Budgets must identify specific line item expenditures, specific nonfederal matching contributions, and a narrative describing how the funds will be used. Applicants not directly associated with an NEP must receive a letter of co-sponsorship from their respective NEPs to ensure that the project is consistent with the CCMPs and include it as an attachment to the proposal. Timelines may use a January 1, 2008, starting date, but the actual start date will be determined by completion of the contract document.

Letter of Intent:

It is strongly recommended that applicants submit a letter of intent as soon as possible, but no later than October 5, 2007. The purpose of the letter of intent is to determine if potential restoration projects are candidates for the full grant application, which must be submitted by November 16, 2007. The letter should include the location of the project, amount of funds requested, a brief problem statement, a restorative solution(s), and identification of any known opportunities that would support the proposed restoration effort, as well as any constraints. The letter should not exceed two typed pages in length.

While the letter of intent is not a requirement of the grant application process, it is suggested that potential applicants contact the appropriate ANEP/CRP contact listed on page 4 below if there are questions regarding these proposal guidelines. Letters of intent must be emailed to Lore O'Hanlon (ecolore@aol.com) in Word or PDF format with a heading of "ANEP/CRP Letter of Intent." The proposal review committee will review the letters of intent and respond to potential applicants by October 22, 2007.

Proposal Submission:

Applicants **must** submit one hard copy and one digital copy (MS Word compatible with photos as low resolution .jpg files) via e-mail or compact disk (CD). The digital copy, whether submitted via e-mail or a mailed disk must be **received** by the due date. Hard copies (prints) submitted via regular mail or courier must be postmarked by the due date. Materials will not be accepted via fax.

Please submit materials to: (Use Headline "ANEP/CRP Project Submission")

Ms. Lore H. O'Hanlon
1110 Raintree Drive
Charlottesville, VA 22901
ecolore@aol.com

ANEP/CRP Contacts:

Mr. Dave Blazer, Executive Director
Maryland Coastal Bays Program
9919 Stephen Decatur Highway – Suite 4
Ocean City, MD 21842
Phone: (410) 213-2297
director@mdcoastalbays.org

Ms. Lore H. O'Hanlon
1110 Raintree Drive
Charlottesville, VA 22901
Phone: 434-964-1968
ecolore@aol.com

Ms. Cathy Bozek
Community-based Restoration Program
NOAA Restoration Center F/HC3
1315 East West Highway
SSMC3, Rm 14727
Silver Spring, MD 20910
Phone: 301-713-0174
cathy.bozek@noaa.gov

ATTACHMENT 1
NATIONAL ESTUARY PROGRAM CONTACTS AND WEBSITE ADDRESSES

Albemarle-Pamlico Sounds NEP – Bill Crowell, Director

1601 Mail Service Center
Raleigh, NC 27699-1601
Phone: (919) 715-1327
bill.crowell@ncmail.net
www.apnep.org

Barataria-Terrebonne Estuary Program - Kerry St. Pe, Director

Barataria-Terrebonne NEP
P.O. Box 2663
Nicholls State University Campus
Thibodaux, LA 70310
Phone: (504) 447-0868
kerry@btnep.org
www.btnep.org/home.asp

Barnegat Bay National Estuary Program -L. Stanton Hales, Ph.D., Program Director

Ocean County College
P.O. Box 2001
Toms River, NJ 08754
Phone: (732) 255-0472
shales@ocean.edu
www.bbep.org

Buzzards Bay National Estuary Program - Dr. Joe Costa, Director

Buzzards Bay National Estuary Program
2870 Cranberry Highway
E. Wareham, MA 02538
Phone: (508) 291-3625
jcosta@buzzardsbay.org
www.buzzardsbay.org/

Casco Bay Estuary Partnership - Karen Young, Director

Casco Bay Estuary Partnership
Muskie School of Public Service
University of Southern Maine
49 Exeter Street, P.O. Box 9300
Portland, ME 04104-9300
Phone: (207) 780-4317
kyoung@usm.maine.edu
www.cascobayestuary.org

Charlotte Harbor National Estuary Program - Dr. Lisa Beever, Director

Charlotte Harbor NEP
1926 Victoria Ave
Fort Myers, FL 33901
Phone: (239) 338-2556 ext. 235
lbeever@swfrpc.org
www.chnep.org

Coastal Bend Bays and Estuaries - Raymond Allen, Director

Coastal Bend Bays and Estuaries Program
1305 N. Shoreline Blvd., Suite 205
Corpus Christi, TX 78401
Phone: (361) 885-6204
rallen@cbbep.org
www.cbbep.org

Partnership for the Delaware Estuary – Jennifer A. Adkins, Interim Executive Director

Partnership for the Delaware Estuary
One Riverwalk Plaza
110 South Poplar Street, Suite 202
Wilmington, DE 19801
Phone: 800-445-4935; (302) 655-4990 ext. 112
jadkins@DelawareEstuary.org
www.delawareestuary.org

Delaware Inland Bays Estuary Program - Ed Lewandowski, Executive Director

Delaware Center for the Inland Bays
38375 Inlet Road
Rehoboth Beach, DE 19971
302-226-8105
director@inlandbays.org
www.inlandbays.org

Galveston Bay Estuary Program - Helen E. Drummond, Director

17041 El Camino Real, Ste. 210
Houston, Texas 77058
Main Line: (281) 218-6461
hdrummon@tceq.state.tx.us
www.gbep.state.tx.us

Indian River Lagoon NEP - Troy Rice, Director

St. Johns River WMD
525 Community College Parkway, SE
Palm Bay, FL 32909
Phone: (321) 984-4950
trice@sjrwmd.com
www.sjrwmd.com/programs/outreach/irlnep/index.html

Long Island Sound Study - Mark Tedesco, Director

U.S. EPA, Long Island Sound Office
Government Center
888 Washington Boulevard
Stamford, CT 06904-2152
Phone: (203) 977-1541
tedesco.mark@epa.gov
www.longislandsoundstudy.net

Lower Columbia River Estuary - Debrah Marriott, Executive Director

Lower Columbia River Estuary Partnership
811 SW Naito Parkway, Suite 120
Portland, OR 97204
Phone: (503) 226-1565 ext. 227
marriott@lcrep.org
www.lcrep.org

Maryland Coastal Bays Program - David Blazer, Executive Director

Maryland Coastal Bays Program
9919 Stephen Decatur Highway – Suite 4
Ocean City, MD 21842
Phone: (410) 213-2297
director@mdcoastalbays.org
www.mdcoastalbays.org

Massachusetts Bays NEP - Jan Smith, Director

Massachusetts Bays NEP
251 Causeway Street, Suite 800
Boston, MA 02114
Phone: (617) 626-1231
jan.smith@state.ma.us
www.mass.gov/envir/massbays

Mobile Bay Estuary Program - David Yeager, Director

Mobile Bay Estuary Program
4172 Commanders Drive
Mobile, AL 36615
Phone: (251) 431-6409
dwy Yeager@mobilebaynep.com
www.mobilebaynep.com

Morro Bay National Estuary Program - Dan Berman, Director

Morro Bay National Estuary Program
601 Embarcadero, Suite 11
Morro Bay, CA 93442
Phone: (805) 772-3834
dberman@mbnep.org
www.mbnep.org

Narragansett Bay Estuary Program - Richard Ribb, Director

Narragansett Bay Estuary Program
Box 27, URI Bay Campus
Narragansett, RI 02882
Phone: (401) 874-6233
rribb@gso.uri.edu
www.nbep.org

New Hampshire Estuaries - Jennifer Hunter, Director

New Hampshire Estuaries Project
University of New Hampshire
Nesmith Hall, 131 main Street
Durham, NH 03824
Phone: (603) 862-3948
jennifer.hunter@unh.edu
www.nhep.unh.edu

NY-NJ Harbor Estuary Program - Bob M. Nyman, Director

New York-New Jersey Harbor Estuary Program Office
U.S. Environmental Protection Agency
290 Broadway, 24th Floor
New York, NY 10007
Phone: (212) 637-3809
nyman.robert@epa.gov
www.seagrant.sunysb.edu/hep

Peconic Estuary Program - Vito Minei, Director

Suffolk County Department of Health Services
310 Center Drive
Riverhead County Center
Riverhead, NY 11901
Phone: (631) 853-3082
vito.minei@co.suffolk.ny.us
www.peconicestuary.org

Puget Sound Partnership– David Dicks, Director

Puget Sound Partnership
210 11th Ave NW
Olympia WA 98501
Phone: (360) 725-5437
David.Dicks@psp.wa.gov
www.psp.wa.gov

San Francisco Estuary Project - Marcia Brockbank, Program Manager

San Francisco Estuary Project
1515 Clay Street, Suite 1400
Oakland, CA 94612
Phone: (510) 622-2325 Main: (510) 622-2465
mbrockbank@waterboards.ca.gov
<http://sfep.abag.ca.gov>

San Juan Bay Estuary Partnership -Javier Laureano Perez, Executive Director

San Juan Bay Estuary Partnership
P.O Box 9509
San Juan, PR 00908
Phone: (787) 725-8165
jlaureano@estuario.org
www.estuario.org

Santa Monica Bay Restoration Commission – Shelley Luce, D. Env., Executive Director

Santa Monica Bay Restoration Commission
320 W. 4th Street, Suite 200
Los Angeles, CA 90013
Phone: (213) 576-6642
sluce@waterboards.ca.gov
www.santamonibabay.org

Sarasota Bay Project - Mark Alderson, Director

Sarasota Bay Project
111 South Orange Avenue, Suite 200W
Sarasota, FL 34236
Phone: (941) 955-8085
mark@sarasotabay.org
www.sarasotabay.org

Tampa Bay Estuary Program - Richard Eckenrod, Director

Tampa Bay Estuary Program
100 Eighth Avenue, SE
MS I-1/NEP
St. Petersburg, FL 33701
Phone: (727) 893-2765 ext. 202
reckenrod@tbep.org
www.tbep.org

Tillamook Estuaries Partnership - Mark Trenholm, Director

Tillamook Estuaries Partnership
P.O. Box 493
613 Commercial Drive
Garibaldi, OR 97118
Phone: (503) 322-2222
mtren@tbnep.org
www.tbnep.org

Attachment 2 Proposal Format

**Please submit the following information using this format and these headings.
Add the required information after each heading.**

I. Applicant Information

1. Organization
2. Address of Organization
3. Organization Web Page Address

II. Project Contact

1. Project Manager and Title
2. Address of Contact (if different from above)
3. Phone number
4. Fax number
5. Email address
6. Contact web page address
7. Congressional District

III. Project Information

1. Project name
2. Project location (City, County, State)
3. Land Ownership (public/private)
4. Latitude/Longitude coordinates of the project site (in decimal degrees if available)
5. Type(s) of habitat (marsh, reef, seagrass bed, etc.)
6. Anticipated NOAA Trust Resource to benefit from restoration (Common and scientific name, if known)
7. Project start date
8. Project end date
9. Partners involved

IV. Project Description

1. Project objectives and concise summary
2. Project description
 - a. Describe the need for the project
 - b. Describe the specific on-the-ground activities to be undertaken to achieve the project objectives
 - c. Explain if the project is part of a larger regional and/or local effort and describe involvement by other project partners
 - d. Identify the specific measures of success, including the acres (i.e., acres of habitat restored or created) and the type(s) of habitat to be restored or created, or the number of stream/river miles to be opened to diadromous species passage
 - e. Describe the restoration methodology/scientific techniques to be used
 - f. Describe the community involvement through an educational and/or volunteer component
 - g. Provide details of the monitoring plan and provisions for long-term management of the project **(may be included as an attachment)**
 - h. Provide a project activity schedule

V. Budget

1. Amount of National Estuary Program Community-based Restoration Partnership funds requested
2. Matching Contributions (Specify sources and types of contributions; both in-kind and cash). Federal funds **CANNOT** be used for match. Calculate volunteer hours at \$17/hr.
3. Total Project Cost
4. Budgeted line item expenditures (e.g., salaries, equipment, supplies, contractual services)
5. Budget narrative describing proposed use of funds

	Partnership Request	Amount and Source of Funding Match*
Personnel		
Staff		
Volunteers		
Fringe Benefits		
Travel		
Equipment		
Supplies		
Contractual		
Construction		
Other (specify)		
Total Direct Charges		
Total Indirect Charges **		
TOTAL BUDGET		

Budget Worksheet

* Indicate whether funding is confirmed or pending

** Indirect charges are limited to 15% of the Association of National Estuary Program grant award.

VI. Supplemental Information

1. Diagram or photo of project site depicting scale, position in landscape, and other details of project.
2. Letter of co-sponsorship from the appropriate NEP, if applicable.
3. Identification of required federal, state, or local permits; and documentation that required permits are being sought. (Note – Successful applicants will need to provide sufficient project specific information to allow NOAA to complete a NEPA analysis on their project in order to receive funding.)